

1                                   **APPROVED NOVEMBER 11, 1999**

2  
3                                   **Library of California Board Minutes**

4  
5                                   **Geisel Library, Seuss Room**  
6                                   **University of California at San Diego**  
7                                   **9500 Gilman Drive**  
8                                   **La Jolla, California 92093-0175**

9  
10                                   **August 12, 1999**

11  
12                                   **CALL TO ORDER, INTRODUCTIONS**

13                                   Board President James R. Dawe convened the meeting at 8:42 a.m., welcomed  
14 Board members, staff and audience to San Diego and asked for introductions of everyone  
15 present.

16                                   Board members present: President James R. Dawe, Vice-President Victoria F.  
17 Fong, Maurice Calderon, John Kallenberg, Joanne Kennedy, Patricia T. Otstott, Mary I.  
18 Purucker, Mike Spence, Susan Steinhauser, Sally Tuttle and Kim Wang. Board members  
19 absent: Nolan Frizzelle and Ed E. Harris.

20                                   **ADOPTION OF THE AGENDA**

21                                   *It was moved, seconded (Spence/Fong) and carried unanimously that the Board*  
22                                   *adopt the agenda as amended.*

23  
24                                   **APPROVAL OF TRANSCRIPT TO MINUTES**

25                                   *It was moved, seconded (Spence/Purucker) and carried unanimously that the*  
26                                   *Board adopt the draft transcript, pages 24-37, of the Approved April 28-29,*  
27                                   *1999 Board Meeting minutes, and attach the corrected transcript to the April*  
28                                   *minutes.*

29  
30                                   **APPROVAL OF MINUTES**

31                                   *The draft minutes of the June 16-17, 1999 Board Meeting were approved as*  
32                                   *submitted.*

1     **BOARD PRESIDENT’S REPORT**

2             President Dawe reported that on January 1, 1999 committees were restructured to  
3     be more compatible with the Library of California legislation. He stated that the Board  
4     continues to work with staff, particularly on the agenda and the way the information is  
5     presented. Dawe instructed the audience to make note of any issues they may want to  
6     present, including suggestions they may have on committee structure, and that they  
7     would be asked to make their comments at the appropriate time on the agenda.

8             Dawe then asked Vice-President Victoria Fong to make an announcement for the  
9     Ad Hoc Committee established to set goals and objectives for the Board. Fong stated that  
10    Ad Hoc Committee Members Maurice Calderon, Patricia Otstott and Mary Purucker  
11    would meet briefly at the noon break and others were welcome for a committee update.

12    **CHIEF EXECUTIVE OFFICER’S REPORT**

13            Dr. Kevin Starr, State Librarian of California, reported that the total funding for  
14    the State Library and for statewide library programs is approximately \$113,000,000,  
15    which represents a 110% increase over the last five years.

16            Starr thanked everyone involved in bringing the California State Library’s budget  
17    to where it is today. He thanked the Library of California Board, the people of California  
18    through their elected officials, the California Library Association (CLA) and their  
19    lobbyist, Mike Dillon, especially recognizing his lobbying efforts for the Public Library  
20    Fund.

21            Dr. Starr expressed a positive concern about what the patterns of library service  
22    will be in the 21<sup>st</sup> century. He stated that the State Library will have a much more  
23    proactive relationship with government, acting as “design consultant and entrepreneur,”  
24    with other state agencies to help them design programs that will implement their

1 missions. Starr met with Grantland Johnson, Secretary of the Health and Human  
2 Services Agency to discuss a proactive program being created to assist Secretary Johnson  
3 in assessing his department's information needs. Starr hopes that this program will help  
4 define the way that the State Library relates to other state government agencies in the  
5 future.

6 In addition, Starr met with Michael S. Bernick, the newly appointed director of  
7 the Employment Development Department (EDD), to begin developing pilot projects that  
8 make a connection between library-based literacy programs and the work place to assist  
9 people in the transition from welfare to employment. EDD will fund those projects.

10 Another way that the library is working as design consultant for information  
11 acquisition is through the Gates Learning Foundation (GLF) grant program, which will  
12 provide \$22,000,000 to impoverished libraries throughout California with computer  
13 equipment, public access software, Internet connections and computer training.

14 Starr stated that the Gates Learning Foundation had concerns about California's  
15 many disparate information systems, and that California seems to be technologically  
16 disjunctive from one region to the other. In response to these concerns, Starr convened a  
17 meeting of all the information agencies and telecommunications related agencies in State  
18 Government to meet with representatives of the Gates Learning Foundation. Starr  
19 reported that the meeting emphasized the kinds of levels of cooperation in  
20 interconnectivity the State needs to work towards.

21 Starr continued his report stating that the Library is in the second phase of AB  
22 1915, the California Civil Liberties Public Education Act initiative. The initiative  
23 successfully granted \$1,000,000 to various projects throughout the state, despite  
24 receiving over \$10,000,000 worth of requests.

1 Starr concluded his report stating that interviews are being conducted for the  
2 Library of California Director and that the Board is involved in that process. He  
3 expressed gratitude to the Library of California's Interim Manager, Anne Marie Gold, for  
4 getting the Library of California off to a good start. Starr recognized Gold's  
5 administrative skill, her commitment and leadership in the library profession and wished  
6 her well in her new position as the Executive Director of the Stanford-California State  
7 Library Institute on 21<sup>st</sup> Century Librarianship.

#### 8 **PRESENTATION FROM UCSD LIBRARIAN**

9 Gold introduced Jacqueline M. Hanson, Associate University Librarian, for Social  
10 Sciences and Humanities at Geisel Library, University of California, San Diego. On  
11 behalf of Phyllis Mirsky, Interim University Librarian, Hanson welcomed the Board and  
12 the audience to Geisel Library on the UCSD campus. She provided background about  
13 the UCSD libraries and the campus, including two of their major libraries, the Scripps  
14 Institution of Oceanography and The International Relations and Pacific Studies Library.  
15 Hanson discussed UCSD's role with the Library of California and the challenges in  
16 finding the right balance between serving the primary clientele of the library, becoming  
17 more involved in resource sharing and being able to follow through on those  
18 commitments.

#### 19 **LEGISLATION**

20 Steinhauser, Legislation Committee Chair, called upon Barbara Will, Networking  
21 Coordinator, for a report on state and federal legislative issues.

22 Will updated the Board on bills it supported that had reached closure or had  
23 changed since the previous Board briefing.

1   **State Legislation:**

2   ➤     SB 3, the California Library Construction and Renovation Bond Act of 2000,  
3   passed the Senate; however, \$1 billion dollars was removed before it went to the  
4   Assembly Education Committee.

5   ➤     SB 927, which would provide \$1.2 million to microfilm endangered California  
6   newspapers, passed the Senate with the funds intact, and it passed the Assembly  
7   Education Committee. It is now in the Assembly Appropriations Suspense File from  
8   which it would have to be removed if it is to be considered.

9   ➤     SB 571, an \$750,000 increase for the Families For Literacy (FFL) program,  
10   passed the Senate and will be heard August 18, 1999 before the Assembly Appropriations  
11   Committee.

12   **Federal Legislation:**

13   ➤     There is no change in the status of the LSTA.

14   ➤     The U. S. Court of Appeals upheld the FCC's actions for implementation of the  
15   E-rate, the educational discount for telecommunications in public libraries and schools.

16         Steinhauser reported on advocacy issues that arose during the August 11, 1999  
17   committee meeting. She stated that she will issue a survey to be completed by the Board  
18   identifying legislators that Board Members feel comfortable contacting.

19         In an effort to assist the Board in its legislative advocacy efforts, Steinhauser  
20   recommended that Board Members write letters of advocacy on SB 3, SB 927 and SB  
21   571. Steinhauser suggested that Board Members send a copy of each letter to Will in  
22   order to measure the Board's effectiveness.

1    **LIBRARY OF CALIFORNIA – INTERIM MANAGER’S REPORT**

2           Gold thanked Jackie Hanson and Phyllis Mirsky for their welcome, and  
3    particularly the University Librarian’s office for facilitating the meeting in Geisel Library  
4    on the UCSD campus. Gold also thanked Sue Swisher, Systems Coordinator for the  
5    Serra Cooperative Library System, for coordinating library tours of the Carmel Valley  
6    Branch Library, a branch of the San Diego Public Library and the Athenaeum in La Jolla,  
7    a private music and arts library.

8    **LIBRARY OF CALIFORNIA OPERATIONS**  
9    **General Program Update**

10          Gold reviewed documents included in the agenda packet, noting the additions of  
11    the Library of California Planning Regions Map and the text of the Library of California  
12    Act, which will be included in every agenda packet.

13          Gold reported that this was the last time the FY 1998/99 Local Assistance  
14    Expenditures document would be included in the packet. Gold noted that of the  
15    \$4,230,000 available for expenditure to the Board, the Board authorized a \$2,600,000  
16    expenditure. The remaining \$1,630,000 was rolled over to the current fiscal year  
17    1999/2000 and is added onto the \$3,988,000 in FY 99/00 funds for a total of \$5,618,000  
18    available for allocation by the Board. Gold stated that a proposal will be coming to the  
19    Board for an additional \$1,000,000 for support of the Materials Loan Program, the  
20    Interlibrary Loan Pilot Program.

21          Gold stated that final FY 98/99 Local Assistance expenditures would be reported  
22    to the Board at the November meeting. She stated that the final report could indicate  
23    more than the reflected \$1,630,000 to roll over into 99/2000.

1 Gold reported on the Library of California Team since the last Board meeting and  
2 gave an update on the Library of California Timeline. After discussion on which months  
3 of the timeline to retain, Dawe recommended keeping the time-line as a historical  
4 document in the agenda packet to show what's been accomplished. Therefore, as projects  
5 are completed in a six-month period, the next 6 months will move forward on this two-  
6 sided document, and previous timelines will be retained in the agenda packet.

7 Dawe asked about sharing with the general public, the legislature and the  
8 governor the early successes and accomplishments of the Library of California.

9 Gold suggested that Library of California staff work with Robert Daseler,  
10 Director of Public Affairs, in terms of developing a series of press releases about the  
11 activities and programs of the Library of California. Dawe agreed that Gold's suggestion  
12 seemed to be an important step in our continuing efforts, particularly with budgetary  
13 changes.

14 Starr recommended that public relations be a regular agenda item, that Daseler  
15 produce a written statement for each Board meeting. Dawe asked Daseler for a public  
16 relations update on the next agenda.

17 In order to bring public communication into the core of the Library of California  
18 Program, Starr directed Daseler to create a systematic public relations program, for that  
19 program to be documented and that Daseler report to the Board at each meeting.

## 20 **Regulations for the Library of California Act**

21 Steinhauser thanked Will for all of her work on the regulations and the greater  
22 library community for their input on the regulations.

23 Upon review of the proposed regulations and the comments received during the  
24 public notice period, Will stated that the Legislation Committee concurred with the

Board's recommendations generated during the Committee of the Whole session and made no additional changes. Will presented the summary of all the comments together with staff recommendations and the legal review by McDonough, Holland & Allen.

Dawe asked for any further comments or concerns from the Board and from the audience. None were received.

*It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board direct its Chief Executive Officer to revise the proposed regulations as follows:*

- 1. In accordance with Staff Recommendations in Exhibit C, except for Recommendation (c) on Proposed Regulation 20317;*
  - 2. Revise Proposed Regulation 20317, changing "ninety" to "sixty" in (c) and changing "one hundred, twenty" to "one hundred, fifty" in (d);*
  - 3. In accordance with recommendations 2. and 5. in Exhibit D;*
  - 4. Revise Proposed Regulation 20328 (e), changing "annually" to "at least every two years;" and*
  - 5. Revise Proposed Regulation 20300 in accordance with legal advice.*
- and to initiate a second period of public comment, to last 15 days.*

Will stated that staff will send the revised version of the proposed regulations with the changes that were adopted to the Board for verification, and that it will also be mailed out for public comment. Any comments received within the 15-day comment period will be brought back to the Board at the November 11-12, 1999 meeting for the Board to take final action on the proposed regulations, at which time staff will prepare the regulations for submission to the Office of Administrative Law.

### **Library of California Act Budget Change Proposal**

Gold first reviewed three documents provided in the agenda packet to the Board; 1) a current list of the Statewide Resource Libraries, and noted that updates will be made to the Planning Group Participants column; 2) a revised motion for the Budget Change Proposal, and 3) a summary of the programmatic elements in the Budget Change



1 Proposal (BCP) for FY 2000/01 for the Library of California. The BCP delineates a  
2 number of programmatic areas including telecommunications, licensed databases, access  
3 services which encompasses all of Library Act's various loan programs, Statewide  
4 Reference, Regional Library Network Services and Statewide Resource Libraries

5 Gold noted that the entire costs proposed in all areas outlined in the proposal for  
6 FY 2000/01 budget change is \$32,104,600; \$3,988,000 is available in continuing funding  
7 which would leave a budget change request for \$28,116,600. Gold proposed that the  
8 Board approve development of a Budget Change Proposal for up to \$30,000,000, because  
9 further refinement is due at the staff level for the Library of California.

10 Kallenberg commented that the Budget Change Proposal represents a progression  
11 of development and support because development is continuing, and funding flexibility is  
12 needed for that development.

13 In order to clarify flexibility in moving funds, Gibson referred to the CLSA  
14 schedule behind Document 23 to show how the Department of Finance scheduled CLSA.  
15 She added that Library of California funds are not scheduled in the budget right now, that  
16 Library of California funding is a lump sum. She stated that the Department of Finance  
17 understands that the Board is in a developmental effort, and it probably would not be able  
18 to effectively tell Department of Finance where the funds should be allocated between  
19 programs, probably for another year.

20 ***It was moved (Kallenberg/Calderon) and carried unanimously that, as part of***  
21 ***the evolving Library of California Program, the Board direct its Chief***  
22 ***Executive Officer to prepare a Budget Change Proposal for up to \$30 million of***  
23 ***additional FY 2000/01 funds, in support of Program additions described in***  
24 ***Document 7 of the August 1999 Board meeting agenda packet .***

## **ACCESS SERVICES: MULTITYPE LOAN PROGRAM**

Fong called on Tom Andersen, CLSA Program Coordinator, to report on the Interlibrary Loan Pilot Program. Andersen reported that Gold agreed to research and design a brochure responsive to the four different types of libraries in California. The brochure is in response to several Board members' requests for more information on how to tell the difference between the types of libraries.

Information in the brochure will be useful for library administrators, policy and financial personnel, and others who may eventually be involved with the multitype resource sharing activities. Gold will give a PowerPoint presentation on the brochure at the November Board meeting. The brochure will be placed on the Library of California web site when completed. Andersen anticipates distribution of the brochure in January.

Andersen reported on cost study to provide interlibrary loan and direct loan services in California's multitype library environment. Andersen gave background information on the study and qualifications of the firm contracted to do the study, Himmel & Wilson Library Consultants of Milton, Wisconsin. The consultants will report results of the study to the Board at the November meeting and will be available to answer questions from the Board or from the audience. The consultants will incorporate additional information into the report based on comments from the Board and the audience. The study will be placed on the Himmel & Wilson web site, and a final report subsequent to any recommended formula additions or changes will be provided.

### **Interlibrary Loan Pilot Program**

Andersen discussed aspects of the expanded interlibrary loan pilot program. He stated that it is planned to be operational by September 1, 1999 and that the number of participating libraries is expected to continually grow. Andersen stated that the materials

1 on the expanded pilot will be mailed next week. Also, statewide announcements about  
2 the expanded pilot program will be sent to academic, school and special libraries and will  
3 be posted on several electronic discussion lists.

4 *It was moved by the Access Services Committee (Fong) and carried*  
5 *unanimously that the Library of California Board direct its Chief Executive*  
6 *Officer to continue the extension of the statewide loan program through June*  
7 *2000, based on reimbursing all eligible libraries for interlibrary loans to other*  
8 *libraries within California, and that an additional \$1,000,000 of funds be*  
9 *allocated for this pilot program.*

#### 10 11 **CLSA Interlibrary Loan, Universal Borrowing, Equal Access Program**

12  
13 Kallenberg called on Sandy Habbestad, CLSA Program Analyst, to report on the  
14 pro rating requirement. Habbestad reported that Control Act language in the State  
15 Budget Act required the State Library to pro rate funding to cover all transactions under  
16 the Direct Loan and Interlibrary Loan programs if the current appropriation is insufficient  
17 to cover all claims at the full amount. Based on projected transaction levels, Habbestad  
18 stated that the current CLSA appropriation would be insufficient to pay the full cost of  
19 the program by nearly \$1.3 million, 14% of the estimated total program cost. Staff  
20 recommended that the Board consider withholding a larger margin for transaction growth  
21 from each valid claim during the course of the fiscal year.

22 *It was moved by the Access Services Committee (Fong) and carried*  
23 *unanimously that the Library of California Board direct its Chief Executive*  
24 *Officer to withhold 20% of all CLSA ILL and Direct Loan Program*  
25 *reimbursement payments throughout the 1999/2000 fiscal year and that, after*  
26 *determining the full State cost of the ILL & Direct Loan programs for the*  
27 *1999/2000 fiscal year, direct the Chief Executive Officer to pay the full amount*  
28 *remaining due to each participating library if sufficient funds remain in the*  
29 *1999/2000 CLSA ILL & Direct Loan Program appropriation, or to prorate the*  
30 *final payment equitably if insufficient funds remain in the 1999/2000 CLSA*  
31 *ILL & Direct Loan Program appropriation.*

1 Kallenberg recommended that the committee review how well the Enrollment,  
2 Caseload, Population (ECP) process is working. If the current process is changing,  
3 Kallenberg asked that the Board be advised.

4 *It was moved by the Access Services Committee (Fong) and carried*  
5 *unanimously that the Library of California Board direct its Chief Executive*  
6 *Officer to seek additional 2000/01 local assistance funding in the amount of*  
7 *\$3,127,000 to eliminate the documented shortfall for qualifying Direct Loans*  
8 *and Interlibrary Loans.*

9  
10 Habbestad added that the proposed amount is based on the rates adopted by the  
11 Board in May of 1998 and the actual workload level documented for 1998/99.

## 12 **CLSA STATE REFERENCE CENTERS PROGRAM**

13 Will updated the Board on the Ethnic Resource Centers Program, "Healthy Mom,  
14 Healthy Baby," stating that it was available in Spanish and English in 20 multitype  
15 libraries in the state.

16 Will reported that the number one information need identified by Californians in a  
17 statewide survey was consumer health. A pilot project is now underway with the Pacific  
18 Southwest Regional Medical Library putting up partial funds and the State Library  
19 putting up partial funds (LSTA). The pilot involves the Loma Linda University Medical  
20 Research Library and the public library in Riverside, as well as the two CLSA systems in  
21 Network Planning Region V, Inland and Serra.

22 Will reported on the most immediate opportunities for implementing portions of  
23 the State Reference Centers Program with Library of California funds.

## 24 **YOUNG ADULT SERVICES**

25 Fong called upon Mary Purucker to give the committee report and indicated that a  
26 motion would come before the Board.

1 Purucker read a statement prepared by Bessie Condos Tichauer that was intended  
2 to assist the Board in its deliberations for implementing the statewide Young Adult  
3 Services Program. She reported that the recent Youth Services Materials Grant Program  
4 received 340 applications from 134 public library jurisdictions (150 for Children's Books  
5 and 190 for Young Adult Books). Requests totalled \$2.8 million; the program was  
6 funded for \$1 million of 1998/99 LSTA funds.

7 Due to the overwhelming response of the program and the quality of applications,  
8 an additional allocation of LSTA 1999/2000 funds was made to fund applications that  
9 scored between 80-89 points. A total of 218 grants were awarded, 77 (35%) for  
10 Children's Books and 141 (65%) for Young Adult Books. Another series of these grants  
11 will be offered in the coming year.

12 Purucker reported that committee discussions focused on how to best accomplish  
13 the Board's goal of implementing a statewide Young Adult Services Program, something  
14 that the Board has been working on since 1994.

15 ***It was moved by the Access Services Committee (Purucker) and carried by a***  
16 ***vote of 10 yes, 1 no (Spence) that the Library of California Board pursue***  
17 ***legislative vehicles to obtain funding to implement the statewide Young Adult***  
18 ***Services Program based on the program design that was previously adopted by***  
19 ***the Board and presented with updated information at the August 1999 meeting.***  
20

21 Steinhauser indicated a need to explore alternative funding approaches rather than  
22 to focus attention on the Budget Change Proposal, to look at potential legislation that  
23 could provide funding for the Young Adult Services Program. She stated that Tichauer  
24 will meet with the CLA and CSL and that Sally Tuttle will contact First Lady Sharon  
25 Davis about her interests in the program. Assemblywoman Susan Davis (San Diego)  
26 will convene a series of three public hearings on young adult issues over the next two to  
27 three months.

1    **SUPPORT SERVICES: TELECOMMUNICATIONS INFRASTRUCTURE**

2           Kallenberg called upon Mark Parker, Assistant Bureau Chief, Library  
3    Development Services, for an information update. Parker introduced to the Board Ira  
4    Bray, Network Programs Consultant in Electronic Information Resources for the Library  
5    of California, and stated that one of his many tasks will be working with the Licensed  
6    Database Program.

7           Parker reported on the Z39.50 grant program, the protocol used to allow searching  
8    of multiple library systems. He stated that the second cycle of Z39.50 grants ends on  
9    September 24, 1999. A report will be provided to the Board in November on the number  
10   of applications received in cycle two. Parker noted that a larger mailing list was being  
11   used to distribute information about this project and includes approximately 1600  
12   libraries throughout the state. Additional information has been forwarded to Barbara  
13   Jeffus, School Library Consultant for the California State Department of Education, who  
14   will assist in distributing information to schools. Also, a general broadcast has been  
15   provided to all listservs that may have interest in this type of program.

16          Parker also reported that the language in the application was changed slightly to  
17   broaden the applicant pool. A third cycle of applications is anticipated later this year if  
18   funds still remain available in the authorized allotment of \$750,000.

19          Parker reported on additional work being done to help libraries implement the  
20   technology effectively and the Z39.50 installation issues in terms of making the most  
21   effective searching possible. Using LSTA funds, Joan Frye Williams, Information  
22   Technology Consultant, was hired to study the current linked systems project, the  
23   California Digital Library and the CSU system to determine what can be done at the State  
24   level to support the effective deployment of Z39.50.

1 Parker also reported that Library of California staff are working together with the  
2 Gates Center for Technology Act on High-Speed Rural Telecommunication and expects  
3 to have an update for the Board in November and a more complete report of all libraries  
4 that applied and those awarded.

#### 5 **Statewide Information Databases**

6 Kallenberg stated that the Support Services Committee heard a review of  
7 statewide information databases and called upon Bray and Parker for a joint presentation.

8 Bray acknowledged the work of his predecessor, Pat Earnest. Bray reported that  
9 the web site will be used as a tool for the database licensing process and that a  
10 partnership is being explored with the California Digital Library, as well as other  
11 organizations, to develop the site.

12 Bray stated that efforts are being made to build on the existing contracts of a  
13 number of pilot projects underway and that some progress has been made with the  
14 Encyclopedia Britannica regarding a free online trial and a negotiated contract for all  
15 libraries in the state. He stated that the State Library is also working with the Department  
16 of Education in an attempt to encourage participation from school libraries.

17 Parker reported that the Environmental Information Project (EIP), an LSTA  
18 project, is concluding its second year. The advisory committee for the EIP has suggested  
19 that they would like some level of support in continuing their project beyond the LSTA  
20 cycle; a report is planned for the November Board meeting.

21 Parker reported that the Library of California regulations state that the library card  
22 authentication could be a physical card or an electronic equivalent. Discussions continue  
23 with the California Digital Library on their patron authentication projects. From the

1 result of their findings, some common ground may be developed for them and for the  
2 Library of California.

3 Bray reported that the Library of California staff are working on how to expand  
4 existing vendor agreements with the database licensing program. Discussions continue  
5 with vendors, the regions and the library community regarding terms issues, copyright  
6 issues, fair use, and interlibrary loan issues that have to be worked out with full text  
7 periodical databases.

8 Bray updated the Board on the RAND California database, primarily a statistical  
9 database for California business, economic and public policy issues. More than 38  
10 libraries meeting the interim eligibility standards have signed up. A library status analysis  
11 will be provided at the November Board meeting based on the statistical information  
12 RAND provides about libraries registering for the program.

### 13 **Periodicals/Serials Database**

14 After suggestions from Kallenberg and Purucker, Parker stated that the  
15 “Statewide Serials Database” title will be changed to the “Periodicals/Serials Database.”  
16 In an effort to find the most efficient way to automate the maintenance of the database, a  
17 survey was distributed to 834 participants in the program; 150 survey responses have  
18 been received. Upon completion of the survey, a report will be made to the Board with  
19 results and recommendations.

### 20 **CLSA Statewide Communications and Delivery Program**

21 Parker referenced a handout titled, “Analysis of National Funding Data – Year 2”  
22 and updated the Board on the current year’s E-Rate allocation to schools and public  
23 libraries. After some discussion, Parker stated that he will provide the Board with a  
24 similar analysis on the California Teleconnect Fund at the November meeting.



1     **CLSA Statewide Data Base Program**

2             Andersen updated the Board on the current status of the program, noting that over  
3     669,000 catalog records from California public libraries were added to the online CLSA  
4     Statewide Data Base in the past fiscal year. Andersen reported on the 1998/99 final grant  
5     awards made to libraries and CLSA Systems for subsidy reimbursement and one-time  
6     awards for Z39.50 server software and retrospective conversion grants. Claims for this  
7     year's annual subsidy reimbursement were less than the prior fiscal year, and libraries  
8     that did not apply will be contacted to confirm their lack of interest.

9     **REGIONAL LIBRARY NETWORK DEVELOPMENT**

10            Gold updated the Board on five Regional Planning Group meetings that she and  
11     staff liaisons attended. Meetings are scheduled with the remaining three planning  
12     regions throughout September.

13            To assist with regional planning, Gold stated that the California State Library  
14     contracted with the law firm of McDonough, Holland & Allen to look at options for legal  
15     forms of organizations for the emerging networks. Representatives from the law firm and  
16     from each Planning Region met August 2, 1999, in Sacramento to discuss the  
17     development of Regional Library Networks and learn from what has been done in the  
18     past with CLSA Systems and ways to assist Planning Regions. Gold reported that  
19     quarterly statewide meetings with the Planning Groups will be facilitated by the State  
20     Library for information sharing purposes. Library of California staff will look at  
21     developing checklists of organizational activities for the planning groups to ensure that  
22     they accomplish the various tasks required. Timeline and activity guidelines will be  
23     developed in order for regions to come back to the Board in a timely manner with their  
24     requests to be established as Regional Library Networks.

1 Kallenberg noted that the law firm recommendations may include suggestions for  
2 legislative change to enable a different organizational model that may be better, but is not  
3 present in existing law.

4 Gold stated that the law firm will assist in addressing the issue of developing an  
5 effective framework for cooperation between public entities and private entities, in order  
6 that libraries can share governance of the organization and effectively share their  
7 resources. The State needs to ensure that the Regional Library Networks that emerge are  
8 legally authorized organizations to enable them to receive State funds.

#### 9 **CALIFORNIA LITERACY CAMPAIGN**

10 Wang reported on the California Library Literacy Service (CLLS) Budget Change  
11 Proposal, and stated that the intent of the Literacy Committee is to request that the  
12 Library of California Board support small, incremental annual increases in the CLLS  
13 allocation until the State allocation is sufficient to provide the dollar-for-dollar amount as  
14 required by law.

#### 15 **Special Services Program – Literacy**

16 *It was moved by the Literacy Committee (Wang) and carried unanimously that*  
17 *the Library of California Board direct its Chief Executive Officer to seek*  
18 *additional year 2000/01 local assistance funding in the amount not to exceed*  
19 *\$700,000 for the for the CLSA Special Services - California Library Service*  
20 *Program.*

21  
22 Wang provided a summary of the CLLS status and stated the need for additional  
23 local assistance FFL funding.

24 *It was moved by the Literacy Committee (Wang) and carried unanimously that*  
25 *the Library of California Board direct its Chief Executive Officer to seek*  
26 *additional year 2000/01 funding in the amount up to \$750,000, less the amount*  
27 *of a legislative augmentation, for the CLSA Special Services - Families For*  
28 *Literacy program.*  
29

1 Wang stated that SB 571 passed out of the Assembly Education Committee and  
2 will be heard next in the Assembly Appropriations Committee. The bill would enhance  
3 Families For Literacy by expanding the scope of the FFL program to include elements  
4 already allowable but not specified in the code.

5 Under the Starbucks Partnership, Wang updated the Board that \$10,000 was  
6 donated to San Diego Public Library's literacy program and \$7,500 donated to the San  
7 Francisco Bay Area FFL programs. Wang reported that the Starbuck's ABC book drive  
8 will continue until September 8, 1999, which is International Literacy Day, and receipt of  
9 20,000 books is anticipated.

10 Under goals and objectives, Wang reported that the committee tabled the Literacy  
11 For Public Safety objective until 2000/01 in order to focus on Library of California  
12 funding and additional funding for CLLS and FFL. Wang stated that two additional  
13 objectives were added this year, 1) to raise literacy awareness, and 2) to support a study  
14 of the impact of literacy on participants over a set period of time.

## 15 **CALIFORNIA LIBRARY SERVICES ACT TRANSITION**

### 16 **Equal Access Program**

17 Mike Spence called upon Habbestad for a report. Habbestad stated that the  
18 committee discussed the equal access provision. If needed, she reported that staff will  
19 revise the document for committee review in November. The committee will decide  
20 whether or not to include it in the System Plan of Services materials for fiscal year  
21 2000/01.

1     **System Reference Program**

2             Spence stated that annually the Board takes action to approve System population  
3     and Membership Figures, which are used to calculate the allocations for CLSA System  
4     programs.

5             *It was moved by the CLSA Transition Committee (Spence) and carried that the*  
6             *Library of California Board approve the System Population and Membership*  
7             *figures for use in the allocation of System Reference Program funds for the*  
8             *1999/2000 fiscal year. (See Attachment A)*  
9

10    **System Communications and Delivery Program**

11            Habbestad stated that the 1999/2000 System Plans of Service have been received  
12    from the 15 Cooperative Systems. She reported on various aspects from those Plans.

13    **System Advisory Board (SAB) Program**

14            Spence stated that an SAB recognition event will take place at the November  
15    Board meeting and put forth the following motion to allow funds normally used for in-  
16    system travel for SAB's to use for travels outside the System.

17            *It was moved by the CLSA Transition Committee (Spence) and carried*  
18            *unanimously that the Library of California Board approve the use of 1999/2000*  
19            *allocated SAB Program funds, where available within each approved SAB*  
20            *budget, and where requested, to reimburse one SAB member from each System*  
21            *for expenses incurred in attending the November 1999 Library of California*  
22            *Board meeting and the California Library Association conference to be held in*  
23            *Palm Springs.*  
24

25    **Consolidations and Affiliations**

26            Spence stated that there was nothing new to report.

27    **CALIFORNIA LIBRARY SERVICES ACT BASELINE BUDGET**

28    **Recommended 1999/2000 Budget**

29            Andersen stated that annually the Board adopts the current year CLSA Baseline  
30    Budget that the local assistance programs support.

1       *It was moved, seconded (Fong/Kallenberg) and carried unanimously that the*  
2       *State Board adopt the 1999/2000 CLSA Budget as displayed in the chart entitled*  
3       *"Recommended 1999/2000 CLSA Baseline Budget by Program" and that the*  
4       *aforementioned chart be included in the minutes of this meeting and that no*  
5       *other actions with respect to the 1999/2000 CLSA Local Assistance Budget be*  
6       *taken at this time. (See Attachment C)*

7  
8       **Recommended 2000/01 Budget**

9       Andersen presented the summary of the FY 2000/01 CLSA Baseline Budget.

10      After discussion by the Board and staff, he recommended adopting the following motion.

11       *It was moved, seconded (Steinhauser/Purucker) and carried unanimously that*  
12       *the State Board adopt the 2000/01 CLSA Budget as displayed in the chart*  
13       *entitled "Summary—2000/01 CLSA Baseline Budget Recommended by*  
14       *Program," amended as follows: that 1) Special Services: Young Adult Services*  
15       *Additional Funding Recommended line item be zero (Ø), that 2) a three asterisk*  
16       *(\*\*\*) footnote be inserted stating that at the August 12, 1999 Board Meeting the*  
17       *Board decided to pursue legislative alternatives for funding the Young Adult*  
18       *Services Program and remains committed to this program, and that 3) the total*  
19       *line for additional funding recommended be changed to \$4,577,000; and that*  
20       *the aforementioned chart, as amended, be included in the minutes of this*  
21       *meeting. (See Attachment D)*

22  
23       **BOARD ORGANIZATION**

24       **Calendar Year 2000 Meeting Schedule**

25       Habbestad presented Board meeting dates for Board discussion. Board members  
26       agreed on the proposed dates, although discussion and suggestions followed as to  
27       locations for three of the five proposed meetings.

28       Suggestions were also made to have the Committee and Board meetings in the  
29       same facility, stating the convenience for the Board, attendees and staff to be able to use  
30       the facilities of a hotel which is set up for conferences.

31       Gibson asked for a Board member to volunteer to participate in a program about  
32       the Library of California at the CLA Conference.

1     **Meeting Process**

2             Spence recommended listing appropriate staff on the agenda. Some Board  
3     members felt that having the Committee of the Whole allowed more time to get the  
4     background on issues from the committee, moved the Board meeting more quickly and  
5     efficiently, resulting in a reduction of time for the business meeting. Kallenberg  
6     addressed a concern to not exclude from the public record important pieces of  
7     information and business because of the Committee of the Whole process, whereby the  
8     Board treats the Committee of the Whole as a “workshop for the Board” and later  
9     requests public comment at the Board Meeting.

10    **Committee Structure**

11            The Board reviewed and took comments on the Committee structure that has been  
12    in place since January 1, 1999. In looking for guidance, Spence asked the Board  
13    President for comments on what’s envisioned for the CLSA Transition Committee. Gold  
14    agreed to provide to the Board the list of transitional issues established early to ensure  
15    that programs were monitored and able to continue during the transition.

16    **Mission, Values, Goals, Objectives**

17            Fong stated that a consultant is being considered to assist with the Board’s  
18    proposed planning process. The committee agreed to continue to work on strategic  
19    objectives, but to have the Board work as a whole on all of the goals. Fong provided  
20    copies of the draft mission statement to the Board. Fong thanked Gibson and Purucker  
21    for their work on the mission statement.

22    **OPEN FORUM**

23            Judith Segel, Coordinator, Black Gold Cooperative Library System, Region VII,  
24    appreciated the table of the contents in the agenda. She stated that Region VII

1 established a listserv hosted by Cuesta College and that minutes of the first Region VII  
2 Planning Group meeting are on the web site of Total Interlibrary Exchange (TIE). She  
3 extended invitations to the Region VII Kickoff Reception on August 26<sup>th</sup> and to the TIE  
4 Annual Meeting on October 8, 1999.

5 Linda Wilson, Chair, MCLS, Region IV, thanked the Board for various grants  
6 received from the State Library and Library of California Board, and she invited the  
7 Board to the MCLS/Santiago Annual Meeting, April 10, 2000, at the Brand Library in  
8 Glendale.

9 John Kallenberg, San Joaquin Valley Library System, stated that Region VI had a  
10 recent planning meeting and has a web site hosted by the San Joaquin Valley Library  
11 System. Region VI is now called The Heartland Region, and the web page address is  
12 [www.sjvls.lib.ca.us](http://www.sjvls.lib.ca.us).

13 Carolyn Norman, Coordinator, Libraries & Learning Resources Programs for  
14 California Community Colleges, stated that Community Colleges have been active in the  
15 Regional Planning Meetings and have taken on the same activities and protocols of the  
16 Library of California in order to work in tandem and be equal partners within the Library  
17 of California.

18 Gerald Maginnity, System Coordinator, Mountain Valley Library System, Region  
19 III, stated that their planning group is now called, Sierra Valley Regional Planning Group  
20 and that the Region will be named later.

21 Annette Milliron, Coordinator, North Bay Cooperative Library System, Region  
22 VIII, thanked the Board for the Customer Service Training grant. Region VIII has a  
23 listserv, is working on their web page and has a new member, the North Bay Health  
24 Sciences Library group.

1 Jim Kirks, Coordinator, North State Cooperative Library System, Region I,  
2 reported on the Region's efforts to mount special library directories and the school library  
3 directory onto web sites in the area.

#### 4 **OPERATIONS: LIBRARY OF CALIFORNIA HOME PAGE DEMONSTRATION**

5 Parker gave a demonstration of the Library of California web site and stated that  
6 all state agencies are under a mandate to try to meet certain standards for web site design  
7 promulgated by the Governor's Office. The web site team included bureau staff,  
8 Andersen, Gold, Bray, Parker and Carey Gordon, a design consultant. Grants, projects,  
9 studies and reports will be available documents on the web site. Parker explained  
10 complexities of web site integration and stated that work continues on augmenting the  
11 site and welcomed comments on design issues.

#### 12 **BOARD COMMENTS**

13 Board Members expressed many thank you's to those involved in Committee and  
14 Business meetings preparations, to UCSD Geisel Library staff for hosting the meeting,  
15 for the library tours, to President Dawe for his hospitality in San Diego, and to the public  
16 for their comments.

17 In addition, individual Board Members expressed the following comments:

18 Kallenberg requested information on the statewide projects similar to the list of  
19 LSTA materials for local projects.

20 Steinhauser reiterated the need to solicit legislative support for Young Adult  
21 Services. She requested that the Library of California web site address be included on  
22 future business card orders.

23 Kennedy expressed thanks to Dr. Starr for getting out the progress results for the  
24 Federal Grants.



1 Fong thanked Board Members for their support in working together.

2 Purucker reported on her Library of California presentation to the Santa Monica  
3 Public Library Board of Trustees and her work with the Beverly Hills Public Library as  
4 on-call librarian in the Children's Room. Purucker requested that sample letters  
5 soliciting legislative support be emailed to the Board, in addition to the ones that are  
6 faxed in order to do personal editing.

7 Tuttle and Calderon also stated that they look forward to one of Gold's workshops  
8 at Stanford.

9 Spence thanked Gold and staff for hard work and resulting accomplishments.

10 President Dawe called upon Gibson to explain the hiring process for the Library  
11 of California Director, and then asked for Board member volunteers to assist in that  
12 process. Dawe recommended to record the amount of savings that results from discounts  
13 during licensing negotiations and stated the importance of being able to show legislators  
14 and the general public the savings to institutions.

15 **AGENDA BUILDING**

16 Dawe requested that public information be a regular item on the agenda.

17 Tuttle asked for a report on the Rural Initiative Study.

18 **ADJOURNMENT**

19 There being no further business to come before the Board, the meeting was  
20 adjourned at 5:10 p.m. on Thursday, August 12, 1999.

21 Respectfully submitted,

22

23

24 \_\_\_\_\_  
Wanda Green, Secretary